

## **Dental Treatment Facility (DTF) Referred Care for Dentistry**

- Open to all civilian dentists
- Referral process for active duty personnel to receive treatment from civilian dentists
- Provides access to civilian dental appointments
- Paid for by Military Medical Support Office (MMSO) when properly referred
- MMSO only supports Active Duty patients (not family members or retirees)
  - Active Duty patients without proper referral are at own expense
  - Once patient separates or retires from military service, MMSO will not pay (However, MMSO can pay for injury-related care, if service member received Line of Duty injury while on active duty)
- Bills paid by MMSO
  - MMSO Dental Info Sheet (signed by patient or DTF officer), Dental Claim Form, and Referral Form should accompany each claim
  - MMSO will pay for all amalgams/composites/PRRs/sealants if referral is for operative dentistry
  - MMSO will not pay for a crown if referral is for operative dentistry
- If you feel a crown is indicated, we prefer that you place a pin-amalgam and refer the patient back to the DTF for a crown evaluation
- If tooth has carious exposure during operative procedure
  1. Start/complete Endo (we can fax you a Referral Form for Endo later) or refer patient back to DTF
  2. DTF can also fax Referral Form to civilian endodontist (especially for same day or next day care)
- High Caries Risk pts: Referral Form should have request for FI treatment at oper appts. If not, let us know so we can fax referral.

## **DTF Referral Process:**

- DTF writes referral on SF 513 or DD Form 2161 identifying requested procedure(s).
- DTF Faxes a copy of the SF 513 or DD Form 2161 to MMSO at (847) 688-7394.
- DTF also places a copy of the SF 513 or DD Form 2161 in the service member's record.
- The original referral form is given to the service member to make an appointment with the civilian dentist. (The DTF should also give the service member a copy of the MMSO Dental Information Sheet to take to the civilian dentist to submit to MMSO with the bill.)
  - The DTF can give the appropriate radiographs to the patient (just as MTFs provide medical radiographs to patients for civilian medical appointments) or make copies to give to the patient. (If the civilian dentist thinks additional radiographs are needed they can be billed to MMSO with the bill for the referred treatment.)
  - The service member has the work completed by the civilian dentist. (If there is a discrepancy concerning the type of care to be rendered the civilian dentist will need to contact the referring DTF to discuss the change in treatment plan.)
  - The civilian dentist documents the procedure performed (including treatment date(s), type of materials used (local anesthetic, amalgam, composite resin, crown material, etc.) on the lower portion of the referral form. A copy of this (and any radiographs supplied by the referring DTF) is sent back to the referring DTF for inclusion into the service member's dental treatment record. (This should fulfill the requirement for documentation of treatment rendered.)
  - The civilian dentist sends the completed MMSO Dental Information Sheet and bill to MMSO. (The dentist could also include a copy of the initial referral to ensure MMSO has it on file.)

## **Active Duty Patients Arrive With:**

- DTF Referral Form
- MMSO Dental Info Sheet
- X-rays (see above information)
- Copy of Treatment Plan on AF Form 603/603A (Permanent dental record stays at DTF)

## **Military Dentistry Philosophy**

- Emphasis is on dental readiness

- Active duty personnel need to be able to deploy on short-notice to remote areas for 12 months without dental emergency problems
- Our focus is on treating caries, replacing defective restorations, and prevention
- Posterior composites are acceptable when properly placed and occlusion is favorable. In most cases, they should not replace/onlay cusps

### **Documentation**

- Please fax or mail treatment notes or Dental Claim form to DTF within 1 week of treatment
- Documentation should include:
  - Date of treatment
  - Name of Dentist & Assistant
  - Treatment rendered (ie. #12-MO composite, #14-DO amalgam)
  - Plan (ie. Continue oper, oper tx complete, or referred back to DTF for crown)

### **DTF Clinic**

- Can not enter into any contract with civilian dentists
- Can not guarantee any amount of patients referred to civilian dentists
- We appreciate your assistance and request your feedback to improve this process
- Point of Contact:

Current as of 19 Apr 02